

MCA LIAISON COMMITTEE MEETING**April 28, 2005****Meeting held in Helena - ISD Conference Room**

Donna Taylor	Oftedal	Pat Bibeau	Storm Water Construction
Marny Harrison	Century	Kim Lapke	Lapke Construction
Sue Platis	Highway Specialties	Ted Burch	FHWA
Katie Trotter	Poteet Construction	Leslie Wootan	MDT DBE Program
Wade Sellers	United Rentals-Alpine	Rebecca Johnson	MDT DBE - SS Program
Steve Baeth	JTL Group Belgrade	Elaine Arterburn	MDT DBE - SS Program

In attendance were **Sue Platis** - Highway Specialties, **Donna Taylor** – EH Oftedal, **Marny Harrison** – Century, **Wade Sellers** – United Rentals-Alpine, **Steve Baeth**, JTL Group-Belgrade, **Pat Bibeau** – Storm Water Construction, **Kim Lapke** – Lapke Construction, **Vicky Koch** – Civil Rights Bureau, **Elaine Arterburn** - DBE Supportive Services, **Michael Kulbacki** - FHWA. Hereafter referenced by first name in this document.

1. Welcome

Elaine introduced Michael Kulbacki – FHWA representative.

2. Review and approve last month's meeting minutes

Meeting minutes of February 24, 2005 were approved as read.

3. Review Action Items

- Item # 7 - Open
- Item # 11 - Closed
- Item # 12 - Closed
- Item # 13 - Closed

4. Bonding Issues

In the past, prime contractor committee members have not received feedback from subcontractors that bonding is a major problem. However, they did acknowledge that bonding could be costly and difficult to obtain.

It was recommended that subs need to establish a good relationship with a bonding agent and set up a line of credit with their financial institution prior to bidding on projects to reduce risk of inadequate bonding capabilities on future projects.

Question was asked whether or not Contract Plans would accept a blanket bid bond?

Action: Elaine

5. Line Item Prices For Subcontractors

Committee members stated it's difficult for the primes to provide line item prices to subs immediately following the bid letting due to the complexity of the process.

Recommendations:

- Provide an article for the DBE newsletter of the processes primes follow after a bid letting.
Action: Committee members to provide an outline of the activities primes perform following a bid letting to the DBE SS Office to publish in the DBE newsletter.
- Request that subs wait at least 48 hours before calling the primes for line item prices.
- Subs to call the DBE Supportive Services for line item price information for subs – this information is available through the Civil Rights Bureau after the bid has been awarded (10 days after the bid letting).
- Poll the DBE companies at the next DBE conference on their willingness to share line item prices with each other after bid lettings.

6. Special Fuel User Permit - barrier to small businesses working on MDT projects

The special fuel user permit doesn't appear to be causing any big issues with the small businesses other than they do not know it is a requirement. It was recommended to have an article put in the DBE newsletter that a special fuel user permit is required for ALL diesel fuel used on MDT projects, and to allow two weeks for processing, and must be renewed annually.

Add special fuel user permit requirement to the contractor's checklist.

Action: DBE SS Office - DBE newsletter article and Contractor Reference Binder

7. Tribal Conference Update

A conference/workshop is being considered for sometime in the fall of 2005. Jim Phillips and Rebecca Johnson are working on putting together a TERO Conference this summer.

8. Market Analysis Research Committee

The purpose of the market analysis research is to identify MDT market for contractors and provide contractors a snapshot of this industry.

Rebecca is asking for ideas to provide this committee with direction for conducting the market analysis.

9. New Business

- FYI - The recently passed 2005 Legislative Bill regarding owner/operators will not help some companies as it only provides clarification of an owner/operator. Owner/operators definition pertains only to owners driving their trucks anyone else driving the owner's truck must be paid Davis Bacon wages.
- Vicky stated that the MCA Trust Fund situation is still waiting for a determination from DOL (Department of Labor)
- Next meeting will be June 23, 2005 – ISD Conference Room

10. Adjourn

Meeting was adjourned at 11:35 AM.

ACTION ITEM LOG				
Action Item	Responsibility	Status	Date Assigned	Date Completed
7. Check with the insurance commission for more agent listings.	Rebecca	Open	10/29/04	
11. Special Fuel User Permit Notes	Rebecca	Closed	1/27/05	4/28/05
12. Subcontractor Feedback System	Rebecca		1/27/05	
13. Check guarantee – Contract Plans	Rebecca	Closed	2/24/05	4/28/05
14. Contract Plans acceptance of Blanket Bid Bonds?	Elaine		4/28/05	
15. Special Fuel User Permit – DBE newsletter article	Rebecca/Elaine		4/28/05	
16. Committee members to provide information for DBE newsletter article re: line item price information.	Committee Members		4/28/05	